



Neighborhood and Community Engagement Commission
Tuesday, January 28, 2014 Meeting Minutes
Minneapolis Woman's Club

NCEC member attendees: Matthew Barthelemy, Doron Clark, Matthew Dobratz, Henry Jimenez, Denis Houle, Ishmael Israel, Kenya McKnight, Carol Pass, Kirk Roggensack, Francisco Segovia, Jeffrey Strand and Tessa Wetjen.

NCEC members excused: Andy Hortillosa, Brittany Lewis, and Saciido Shaie.

NCEC members absent: -0- (MPRB Seat is still vacant)

Commission staff: Howard Blin, Cheyenne Brodeen, Robert Thompson and Lance Knuckles.

Agenda Item

Content

**1. Public
Comment**

Summary: Peter Rickmyer appeared before the commission and spoke during the public comment period.

**2. Introduction
(Action)**

The meeting was called to order at 5:11pm with Israel in the Chair. There was a quorum of ten members present.

A. Agenda.

Motion: Clark moves to approve the agenda, Dobratz Seconds the motion. Motion carried unanimously.

**3. Executive
Committee
Reports
(Informational and
Action)**

Secretary Report:

A. Minutes.

Motion: Commissioner Strand moves to approve the minutes, Clark seconds the motion. Wetjen had a correction to the minutes. Motion carried unanimously with correction.

B. Attendance Report: Commissioner Strand reported on attendance. Commissioners Shaie, Lewis and Hortillosa reported their attendance.

**4. NRP Policy
Board Report
(Informational)**

Summary: Commissioner Strand reported that the NRP Policy Board met on January 21st and discussed the recommended Neighborhood Relief Fund and approved it for a

45-day review period and the Grievance Policy Revisions were formally adopted.

The next meeting will be held on February 18th, 2014.

5.Bylaw Amendment (Action)

Summary: NCR Staff review the proposed bylaws amendment. At the December meeting Commission Wetjen proposed a bylaws amendment to eliminate the requirement for a signed ballot and replace it with a vote by a show of hands.

Motion: Wetjen moves the proposed bylaws amendment. Dobratz seconds the motion. Yeas: 10, Nays: 2, Abstentions: 0.

Amended Motion: Strand moves to amend the original motion to strike show of hands and replace with Roll Call Vote. Clark seconds the motion. Yeas: 9, Nays: 2, Abstentions: 0.

Vote on Main Motion: Yeas: 10, Nays: 2, Abstentions: 0
Motion had the required 2/3 majority vote to pass.

Resolved: The original motion passes to eliminate the requirement for a signed ballot and replace it with a roll call vote.

Commissioner Comments:

- Commissioner Strand believes a roll call vote would be simpler than a vote by show of hands.
- Commissioner Houle asked for clarification on what a roll call vote is.
 - Commissioner Strand explained that the Secretary or Staff would read aloud the names of the commissioners and they would say their vote when their name was called.
- Commissioner Houle mentioned that he thought there might be hurt feelings with public votes.
- Commissioner Clark explained that signed ballots were public as well; this change is to make the decisions made more available to those the commission represents.
- Commissioner Roggensack reminded everyone that this is just for election of officers, not every vote.

8. Task Force Reports (Informational)

A. One Minneapolis Fund Committee:

Commissioner Wetjen shared the final RFP will go to the committee of Health, Environment and Community Engagement for Approval on February 10th then to the Full Council on February 21st. The RFP will be open and distributed broadly after full council approval.

Commissioner Wetjen also explained that the One Minneapolis Fund Committee plans to review all the applications and will be bringing forth final recommendations for approval from the whole body of the NCEC.

The next meeting will be held on February 5th at the NCR offices.

Commissioner Comments:

- Commissioner Strand thanked Commissioner Wetjen for her leadership to develop this funding program.

B. City Department Engagement Task Force:

Commissioner Clark shared some background information for the new Commissioners about what the CDETF has done so far. He said that now the task force will focus on following up with City Departments to see how they've implemented the recommendations from the Commission.

Commissioner Clark also noted that at the first meeting held of the Task Force he was selected Chair. The Task Force has openings so other Commission members can join if they would like to.

Motion: Strand moves to add Dobratz, McKnight and Segovia as new members to the City Department Engagement Task Force. Clark Seconds the motion. Motion carried unanimously.

Commissioner Comments:

- Commissioner McKnight said that she had requested to

be a member of this task force and wasn't invited to the first meeting.

- Commissioner Pass asked what the recommendations were that were adopted by the Commission.
 - Commissioner Clark said that there were 21 priorities listed in the final report of the Task Force.
- Commissioner McKnight asked if the Task Force is making suggestions through a Racial Equity Lens.
 - Commissioner Clark said that it's up to the committee to determine that.
- Commissioner McKnight mentioned that it's a good idea for the commission to keep in mind gender balance in leadership roles on the commission and in its task forces.

C. Committee of the Whole: No January meeting was held. There will be a meeting in February to discuss the Community Innovation Fund and Blueprint for Equity.

D. Community Connections Conference: Commissioner Roggensack shared that the Call for Workshop Proposals is due on Friday, January 24th. Also noted that the Keynote address for the conference will be Dr. Verna Price.

Commissioner Comments:

- Commissioner McKnight asked what the role of the NCEC at the conference should be.
 - NCR Staff will connect with Commissioners Roggensack and Lewis to determine what that might be.

6. Guides for Neighborhood Organizations
(Discussion)

Summary: Robert Thompson, NCR Staff shared that back in 2010 when NCR and the NCEC were developing the Community Participation Guidelines. A frequent request was for NCR to gather and share "best practices." These requests were also heard in follow up focus groups and meetings in 2011 and 2012.

In response to these requests from neighborhood organizations, NCR staff has developed a number of draft guides to best practices for neighborhood organizations, and are preparing several more. These guides can be used as handouts, or an online reference for neighborhood organizations in response to governance, management, legal

or program questions or concerns. These guides are based on NRP legal advisories, historical documentation, research conducted by NCR staff, and precedent of past guidance given to neighborhood organizations by NRP, MCDA and the NCR. NCR staff also seeks outside consultation with attorneys experienced with nonprofit tax and nonprofit law.

NCR staff would like to consult regularly with NCEC while developing these guides for neighborhood organizations. We propose to bring one guide per month for review and feedback from the NCEC on the content and form of the guides. In addition to consultation with NCEC, NCR staff will also be consulting as necessary with City staff, external attorneys, auditors, and other individuals or groups with expertise in subject matters.

Review and consultation with NCEC will also help NCEC members understand the NCR staff approach when providing recommendations and solutions for neighborhood organizations. This will also help ensure we are providing consistent guidance to neighborhood organizations' staff and volunteers.

Please email Robert Thompson with any additional ideas.

Commissioner Comments:

- Commissioner Strand would like to applaud the work of the NCR department on this issue. These guides are really helpful and we are in need of openness and transparency of neighborhoods.
- Commissioner Barthelemy asked if there was a reason that these guides do not have teeth.
 - NCR staff responded that the CPP Guidelines have the teeth and requirements for neighborhoods to follow in order to receive that funding.
- Commissioner McKnight asked if there was going to be any additional capacity support to see these guides implemented in neighborhoods. She also mentioned that it would be helpful to provide a professional communication guide.

7. Blueprint for Equity Update
(Informational and

Summary: Lance Knuckles reported that work on the Blueprint for Equity was moving well. He asked for the commissioner's feedback on the [Blueprint For Equity](#)

Discussion)

[Webpage](#). He also shared that he is involved in work to create a Racial Equity Toolkit to be used internally by City Departments. He would also like the NCEC to establish a Task Force to continue work on the Blueprint for Equity.

Commissioner Comments:

- Commissioner Houle asked about web site modifications that might not be made. He asked that NCEC members be notified if changes are not made due to content.
- Commissioner Strand noted that some of the content that could be more robust is not online (e.g. Hawthorne Neighborhood Council, Shingle Creek N.A.). He noted that the Blueprint for Equity meeting materials were just handed out tonight, that the NCEC members were not given any advance meeting materials posted online and that agenda items were not noted as action items. He preferred to have the matters taken up under the Committee of the Whole.
- Commissioner Wetjen asked how the Blueprint for Equity and the Racial Equity Toolkit relate to each other.
 - Mr. Knuckles shared that the Racial Equity Toolkit is an internal tool for City Departments to use. Mr. Knuckles also noted he is bringing back to the NCEC later information related to Boards and Commissions.
- Commissioner McKnight stated that she wants to see culturally specific people at the table to create the Blueprint for Equity agenda.
- Commissioner Segovia asked if there will be training for staff on this Racial Equity Toolkit.
 - Mr. Knuckles said department directors had gone through training. Yes, there will be training for staff. One possible tool mentioned was "Race, the Power of Illusion" training tool.
- Commissioner McKnight stated that it's good to look at this from a broader view; however, we talk about Engagement and Racial Equity as if it is a golden ticket. How does this all work together? Commissioner McKnight said she needs to be properly informed. How and what's presented to the NCEC matters. The more sense it makes to us the more it will make sense to the people we represent. She is also concerned about the City's public investments being made. Governments need to organize themselves a little better internally before coming out to talk with communities (of color)

about racial disparities. She is happy we're excited, but what are we going to do?

- Commissioner Jimenez said based on time constraints he says "ditto." However, he observes that the Civil Rights Commission, the Mayor, and others are working on similar actions. Commissioner Jimenez stated that he is confused by all of this. He has been waiting and is somewhat frustrated. We have been working on the Blueprint for Equity for a long time, its time to see some action on this.
- Chair Israel reopened Public Comments for others who had arrived late. A resident (Queen Latiwho has attended the NEXUS program spoke about her experience.
- Commissioner Strand said that he wanted to get some action going and to get the work done. Strand moved the action items in the NCR Blueprint for Equity staff report be referred to the February Committee of the Whole for review and action prior to the February NCEC meeting. The motion was seconded by Clark. Discussion was had. The Chair confirmed with Mr. Knuckles that the action items were perfectly fine with him. Mr. Knuckles said the timing was fine. Motion carried. The materials were not presented to any commissioner or the public before the meeting. This item should be moved to the Committee of the Whole meeting for discussion.
- Commissioner Segovia commented that there is a large movement within the community on equity. Many are involved, including the mayor's office. It is important that all these efforts be coordinated.

Adjourn

The January 28th, 2014 meeting was adjourned by Chair Israel at 7:17p.m.